

PLANNING & CODES 2015 - 2016 Strategic Goals

Strategy Component	Tactical Activity	Purpose or Reason	Estimated Timeframe for Implementation
Organizational Strategy	1. Simplify the Residential and Commercial Building applications.	Optimizing review and processing times	1-Feb-16
	2. Create detailed checklist of information required for completed applications (Residential, Nonresidential, and atypical or small projects)	Minimizing requests for additional information/delays in review	1-Feb-16
	3. Consolidate small or atypical projects into one permit application	Optimizing review and processing times	1-Feb-16
	4. Consolidate Certificate of Occupancy applications in Central Business Commercial ('CBC') Zoning Districts to include Sign and Denton Historic and Architectural Review Commission applications	Optimizing review and processing times	1-Feb-16
	5. Standardize and establish timeframe for permit application reviews (ie. 24-hour permit reviews, 14-day reviews, 30- day reviews, and 45-day reviews.	Establishing accountability	1-Jan-16
	6. Establish standards for enforcement of the codes (Rule of 3's)	Consistency in enforcement	1-Jan-16
	7. Establish standards for timeframes to remedy code violations	Consistency in enforcement	1-Jan-16
	8. 'Bottom-up' department organizational structure	Optimize department efficacy	Immediate / In progress as of 7 Dec 2015
Community Development Strategy	1. Coordinate with other agencies (State, Federal, County) on shared interest activities	Mitigate problems that arise from miscommunication and avoid duplication of effort.	Immediate / In Progress as of 7 Dec 2015
	2. Connect with other departments and coordinate activities to facilitate resolutions to problematic areas or permit reviews	Sharing our department 'skillsets' when addressing problems, minimizing delays on permit review (eliminating 'compartmentalization' of departments), and minimize mistakes and duplication of effort	Immediate / In Progress as of 7 Dec 2015
Operations Strategy			
	1. Performance standards based on 'outcome' vs. 'output'	Improve enforcement efficacy	1-Jan-16
	2. Policy manual incorporated into 'Standard Operating Procedures'	Optimize department efficacy	1-Apr-16
	3. Implementation of Performance Improvement Plan ('PIP')	Establishing accountability	1-Jan-16
Social Responsibility	1. Connect with nonprofit groups to provide alternative pathways to code compliance.	Alternative means of code compliance based on economic	1-Jan-16
	2. Establish a mediation board to mitigate property maintenance complaints	Establishing accountability	1-Apr-16
	3. Publish guides for code enforcement	Improve public awareness and mitigate intensity of code enforcement activities	1-Feb-16
	4. Publish Policy Manual for public reference	Improve public awareness	1-Apr-16

DOCUMENT NOTES

1. Last document update: 7 December 2015.
2. This document is free for distribution, Public or Private, published by the Town of Denton Department of Planning and Codes.
3. This document may be edited, reformatted, or added to in future updates to track implementation of tactical activities and achievement of strategic goals.



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